



RESOURCE MANAGEMENT AGENCY Environmental Health Department

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Pool/Spa Remodel Submittal Form

INSTRUCTIONS FOR SUBMITTING POOL/SPA PLANS:

Service Fee: \$ _____

- *One submittal form must be filed per pool, spa, and/or wading pool. Incomplete forms will be returned.
- ***All existing pools/spas will be checked during annual inspection for approved outlet covers. (ASME/ANSI A112.19.8)**
- *Submit two copies of plans. (One copy will remain on file with this department)
- ***Attach equipment specification sheets and supporting documentation for all proposed equipment.**
- *Attach this submittal form to your plans AND return by mail, fax, or hand deliver to the office.

Date	Site Name	<input type="checkbox"/> Pool <input type="checkbox"/> Spa <input type="checkbox"/> Wading Pool
Site Address	Site City	Site Phone
Pool Contractor	Name of person submitting plans	Contractor's License#
Contractor Address	Contractor City	Contractor Zip
Contractor Phone	Contractor Cell Phone	Contractor Fax

TYPE OF REMODEL (check all that apply):

- ☐ Re-plaster/Resurface ☐ SVRS (make/model): _____ ☐ Equipment Alteration
☐ Drain/Outlet Cover Replacement ☐ Other: _____ ☐ Re-Plumb

POOL/SPA INFORMATION:

Main drains outlets split at least 3' and hydraulically balanced? ☐ Yes ☐ No

Proposed main drain outlet cover(s) (make/model): _____ # of covers _____

Existing equalizer outlets split at 3' and hydraulically balanced? ☐ Yes ☐ No

Proposed equalized outlet cover(s) (make/model): _____ # of covers _____

of Skimmers: _____ # of Skimmer lines at manifold: _____

Existing pumps(s) (make/model): _____ Proposed pump (make/model): _____

Suction line size (circle): Main Drain: 1 1/2" 2" 2 1/2" Skimmer(s): 1 1/2" 2" 2 1/2" Return Line Size: 1 1/2" 2" 2 1/2" 3"

If spa, booster pump (make/model): _____ Line Size: (circle) 1 1/2" 2" 2 1/2" 3"

Existing Chlorinator (make/model): _____ Existing Filter (make/model): _____

Scope of Work – Description of remodel and alteration proposed: _____

Plan Submitter's Signature

Print Name

Date

Department Use Only

Date Received	Date Reviewed	Date Rejected	Date Approved
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